REQUIRED ENCLOSURES: The following enclosures are required and must be submitted with the application for a grant-in-aid:

1. A one-page, typewritten narrative describing the project or activity proposed for funding. This narrative should include information about the number and type of residents to be served, dates and locations for all events that are part of the project, plans to publicize and promote the project, and must specify the performing and/or visual artists who will participate in the project.
2. A one-page, typewritten history of the organization applying for funds. This history should include a description of regular programs, services, and activities and information about the numbers and types of members or subscribers and audiences.
3. A detailed budget for the project or activity proposed for funding.
4. A copy of the applicant organization's budget for 1983.
5. A copy of the applicant organization's financial report for the latest completed fiscal year.
6. A copy of the applicant organization's nonprofit incorporation certificate.
7. Organizations applying for grants to be used as part of a local matching share in a grant application to another funding agency must submit a copy of that application.

ADDITIONAL ENCLOSURES:

8. Applicants may submit resumes, press clippings, and critical reviews citing the accomplishments of participating visual and performing artists to document the artistic quality of the proposed project.
9. Applicants may submit a list of all funding sources, private and public, contributing to the proposed project to document community support for the project.
10. Applicants may submit a sampling of publicity and promotional materials produced by the organization, as well as press clippings and other reports and reviews to document the ability of the organization to produce and carry out a quality project or activity.

I certify that the information submitted on this application and enclosures is accurate and hereby request a grant-in-aid in accord with the guidelines of the ARTS TO THE PEOPLE PROGRAM.

PROJECT DIRECTOR: _____ _____ _____
name and title signature date

CHIEF EXECUTIVE OFFICER, PRESIDENT, OR CHAIRMAN OF THE BOARD:

_____ _____ _____
name and title signature date